

6 April 1963

MEMORANDUM FOR: The Director of Personnel.

SUBJECT: Delinquent Fitness Reports

REFERENCE: Your Memorandum of 2 April 1963, subject
as above

1. This morning I discussed with General Carter the propriety of the action indicated in paragraph 3 of reference. He agreed that no copy of the memorandum should be placed in [redacted] Official Personnel File. Therefore, would you please take necessary action to withdraw the memorandum from the File and reissue it, minus paragraph 3 as written in reference.

2. [redacted] will reply to you separately on paragraphs 1 and 2 of reference. He assures me that the ME Division will have no Fitness Report delinquencies after 9 April.

[redacted]
Richard Holms
Deputy Director (Plans)

ILLEGIB

cc: [redacted]
Chief, ME Division

MEMORANDUM FOR: Deputy Director (Plans)

SUBJECT : Delinquent Fitness Reports

REFERENCE : Memo to DDCI for Chief, NE & SA Div, dtd 18 Mar 68,
same subject

1. The Deputy Director of Central Intelligence considers reference memorandum unacceptable as an answer to his Action Memorandum 189 dated 8 March 1968. The clean-up campaign on 1968 Fitness Reports started in January 1968 and on 11 February the DDCI, by memorandum, advised each Deputy Director of his intention to formally reprimand any official having delinquent fitness reports of 90 days or more in the absence of acceptable reasons for further delay. STATINTL

2. The Action Memorandum of 8 March expressly informed [redacted] that "timeliness" was considered by General Carter to be of "critical consideration." Yet, paragraph f. of [redacted] report indicates that 39 fitness reports were still delinquent as of 18 March and paragraph e. indicates the intent to correct this situation within 90 days. In the absence of a compelling reason justifying so extended an action period, I think you should direct the Chief, NE & SA Division to take immediate action in order that all the delinquent reports may be in the Office of Personnel not later than 30 April. STATINTL

Ernest B. Echols
Director of Personnel

Distribution:

- O&I - Addressee
- 1 - Chief, POD w/2 basics.
- 1 - D/Pers Chrono
- 1 - D/Pers Subj File

OD/Pers/EDEchols:hc